

NORMAN ANIMAL WELFARE CENTER OVSIGHT COMMITTEE

November 28, 2011

The Norman Animal Welfare Center Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met in the City Council Chambers on the 28th day of November, 2011 at 5:30 p.m. The notice and agenda of the meeting were posted in the Municipal Building at 201 West Gray Street on the 22nd day of November, 2011. The meeting was also posted on the City of Norman website.

I. CALL TO ORDER.

Chairperson Mark Howery called the meeting to order at approximately 5:40 p.m.

II. ROLL CALL.

PRESENT:

Board Members – Chairperson Mark Howery, Vice-Chairperson Jennifer Golden, Ginger Noble D.V.M., Joe Carter D.V.M., Councilmember Roger Gallagher, Councilmember Carol Dillingham, Ms. Michelle Carey and Ms. Jayne Crumpley

ABSENT:

Ms. Sandra Rose

OTHERS PRESENT:

Ms. Shelley Raney, Norman Police Department
Deputy Chief of Police Jim Maisano, Norman Police Department
Major Kevin Foster, Norman Police Department
Ms. Jeanne Snider, City of Norman Legal Division
Ms. Kim Channer, Citizen
Ms. Kim Fairbanks, Citizen
Ms. Doris Lohnes, Citizen

III. APPROVAL OF THE OCTOBER 24, 2011 MINUTES.

A motion to approve the minutes was made by Ginger Noble, D.V.M. and seconded by Ms. Jayne Crumpley. The motion was carried.

IV. DISCUSSION OF THE BOND ELECTION ON NOVEMBER 8, 2011.

Deputy Chief Jim Maisano explained that the City of Norman would prepare an RFQ, Request for Qualifications, to be put out for Architectural services for the Animal Welfare Facilities project. Deputy Chief Maisano stated that the RFQ and timeline could be viewed on the City of Norman website. Deputy Chief Maisano went over the timeline with the committee.

Councilmember Gallagher cautioned that the committee members needed to keep in mind the needs of the facility being focused on the animals instead of what the architect may want. Vice Chairperson Jennifer Golden added that the facility needed to be nice enough for both the animals and citizens so that people would feel comfortable coming down to the facility to adopt animals. Councilmember Dillingham stated that certain things needed to be laid out for the plans due to health and safety issues.

Committee members were told that this would be heard by the City Council approximately at the end of January 2012 or the first part of February 2012. Anyone in the public would be able to attend the City Council meeting if they wanted to show support. Chairperson Howery appreciated the fact that the RFQ mentioned the committee.

V. DISCUSSION OF SUGGESTIONS FOR THE SHELTER EXPANSION.

Chairperson Howery discussed minimizing the noise in the facility. Separation of cats and dogs, noise, space and separation of sick animals were all discussed by committee members. Committee members will review the Feasibility Study and make comments and questions.

VI. DISCUSSION OF "NO KILL OF ADOPTABLE ANIMALS" RESOLUTION.

Dr. Carter mentioned that the issue of a no-kill shelter had come up in a discussion he had and Chairperson Howery said he would like to revisit this topic in January.

VII. DISCUSSION OF HOSTING A WEBINAR.

Vice Chairperson Golden discussed having a webinar which the committee actually had a few years ago. The webinar is titled, PetsMart Webinar: Impacts of Shelter and Housing Design on Animal Health. Committee members agreed that they would like to host the webinar. Vice-chairperson Golden would be in charge of setting up a date and location for the webinar.

VIII. MISCELLANEOUS DISCUSSION.

Deputy Chief Maisano introduced Major Kevin Foster to the committee. Major Foster will be over the Animal Welfare Center after the new organizational chart is approved. It was discussed that if the new organizational chart was approved Major Foster would be the liaison for the City of Norman and the committee.


Deputy Chief Maisano discussed the October 2011 monthly statistics with the committee. The statistics showed the "Howloween" event information. The Animal Welfare Officers have microchip machines to scan animals to see if they are chipped and where they belong. Scanning the animals allows for the officer to return them to their owners and not book them in at the center. The idea of working toward having all animals in Norman microchipped was mentioned.

The committee discussed the new software the City of Norman is buying for Animal Welfare. This software will help with statistical issues, licensing and many other issues. Deputy Chief Maisano stated that he would check on where this issue stood with the City of Norman.

ADJOURNMENT.

A motion to adjourn the meeting was made by Joe Carter, D.V.M. at 6:50 p.m. The motion was seconded by Vice-Chairperson Golden. The motion was carried.

ATTEST:



Mark Howery, Chairperson

**ANIMAL CENTER DIVISION
PRELIMINARY REPORT FORM
November 2011**

	FY2012		FY2011	
OPERATIONAL INFORMATION	This Month	Year to Date	This Month	Year to Date
DOGS:				
Number on hand from last month	51		67	
Number impounded this month	152	748	141	692
Owner relinquish	23	101	22	121
In field pickup	1	9	1	6
Disposal	3	19	3	20
Picked up dead	7	39	2	30
Number redeemed	39	155	36	127
Number adopted to public	44	207	45	208
Number turned to rescues	15	92	14	90
Number euthanized - Adoptable		36	20	144
Number euthanized - Non adoptable	14	149	19	99
Number died for unknown reason		3		10
Number fostered	9	48	23	72
Total now on hand	79		74	
CATS:				
Number on hand from last month	30		30	
Number impounded this month	79	414	98	610
Owner relinquish	15	48	9	81
In field pickup		1		1
Disposal	1	19		23
Picked up dead	11	67	9	33
Number redeemed	4	12	1	42
Number adopted to public	21	92	14	96
Number turned to rescues	21	119	16	93
Number euthanized - Adoptable	1	63	15	143
Number euthanized - Non adoptable	17	125	25	128
Number died for unknown reason	1	4		8
Number fostered	3	13	13	50
Total now on hand	32		43	
MISCELLANEOUS:				
Domesticated Animals	1	7	2	17
Wildlife	83	766		536
TOTAL	84	773	2	553

NOTES:

Second chance	11 Dogs	5 Cats
Hands Helping Paws		16 Cats
Rose Rock	1 Dogs	
Forgotten Angels	1 Dogs	
Boston Terrier	1 Dogs	
Red Dirt Boxer	1 Dogs	

	FY2011		FY2010	
SAFETY REPORT	This Month	Year to Date	This Month	Year to Date
Injuries on the Job	0	0	1	4
City Vehicle Damaged	0	0		0
Vehicle Accidents Reviewed	0	0		1
a. Employee Responsible	0	0		0
b. Employee Not Responsible	0	0		1

PET LICENSES ENFORCEMENT ACTION	This Month	Year to Date	This Month	Year to Date
Total Licenses Sold (Annual)	110	2765	411	4095
Citations Issued (AWO)	19	53	6	19
Citations Issued (Private Citizen)	1	3	1	1
Warnings Issued	10	51	9	42

FINANCIAL INFORMATION	This Month	Year to Date	This Month	Year to Date
10-1531 Amount - dog redemption	\$1,340.00	\$5,420.00	\$1,382.00	\$5,361.00
10-1532 Amount-dog adoption	\$2,550.00	\$12,010.00	\$2,520.00	\$13,500.00
10-1531 Amount-cat redemption	\$210.00	\$295.00	\$0.00	\$95.00
10-1532 Amount-cat adoption	\$1,200.00	\$5,250.00	\$780.00	\$5,506.00
10-1531 Amount-misc. redemption	\$0.00	\$0.00	\$0.00	\$0.00
10-1532 Amount-Misc. adoption	\$30.00	\$165.00	\$130.00	\$230.00
10-1533 Miscellaneous	\$800.00	\$4,630.00	\$569.00	\$3,974.00
TOTAL	\$6,130.00	\$27,770.00	\$5,381.00	\$28,666.00
Donation 101-24313	\$200.64	\$542.64	\$40.00	\$582.00

Liability payback (July to June) 2003 Adoption expansion	This Month	Year to Date	This Month	Year to Date
Payback Balance	\$70,167.95		\$72,830.50	
22-L432 Liability - pet licenses	\$660.00	\$3,415.50	\$2,231.00	\$4,609.50
TOTAL (New Balance)	\$69,507.95		\$70,599.50	

NOTES:

Replacement CPL \$1.50

	FY2012		FY2011	
SPAY / NEUTER PROCEDURES	This Month	Year to Date	This Month	Year to Date
Dogs	29	179	40	192
Cats	18	89	23	86
TOTAL	47	268	63	278

	FY2012		FY2011	
ANIMAL BITES July to June	This Month	Year to Date	This Month	Year to Date
Dogs	11	25	4	22
Cats	3	13	0	2
Other	1	2	0	0

SUMMARY

Dogs returned to the owner prior to coming to the shelter

4	City pet license
3	Rabies tag
1	Microchips
3	Personal ID tag
1	Knew animal do to prior contact
1	Neighbor told officer
2	Lost & Found slip at shelter
15	Total

Incident No.	Offense	Court	
2011-16098	Rabies Vacc/Shots	Municipal court	
2011-15587	Rabies Vacc/Shots	Municipal court	
2011-15529	Rabies Vacc/Shots	Municipal court	
2011-15146	Barking dog	Municipal court	Signed complaint
2011-16113	Rabies Vacc/Shots	Municipal court	
2011-15293	Bite report		
2011-15760	Rabies Vacc/Shots	Municipal court	
2011-15632	Bite report		
2011-15438	Bite report		
2011-14832	Bite report		
2011-16087	Dog at Large	Municipal court	
2011-16068	Rabies Vacc/Shots	Municipal court	
2011-16039	Dog at Large	Municipal court	
2011-15720	Rabies Vacc/Shots	Municipal court	
2011-15393	Rabies Vacc/Shots	Municipal court	
2011-15180	Bite report		
2011-15175	Bite report		
2011-15155	Rabies Vacc/Shots	Municipal court	
2011-15133	Bite report		
2011-15132	Bite report		
2011-14846	Rabies Vacc/Shots	Municipal court	two charges
2011-16016	Dog at Large	Municipal court	
2011-16007	Bite report		
2011-15478	Rabies Vacc/Shots	Municipal court	
2011-15472	Bite report		
2011-15364	Movement of Animal	Municipal court	
2011-15062	Bite report		
2011-15062	Rabies Vacc/Shots	Municipal court	
2011-14724	Bite report		
2011-15742	Animal Control viola	Municipal court	
2011-15527	Bite report	Municipal court	
2011-15519	Bite report	Municipal court	
2011-15421	Rabies Vacc/Shots	Municipal court	
2011-15095	Bite report		

**ANIMAL CENTER DIVISION
PRELIMINARY REPORT FORM
December 2011**

	FY2012		FY2011	
OPERATIONAL INFORMATION	This Month	Year to Date	This Month	Year to Date
DOGS:				
Number on hand from last month	79		74	
Number impounded this month	105	853	120	812
Owner relinquish	5	106	14	135
In field pickup	1	10	1	7
Disposal	2	21	2	22
Picked up dead	1	40	9	39
Number redeemed	34	189	20	147
Number adopted to public	51	258	45	253
Number turned to rescues	6	98	20	110
Number euthanized - Adoptable	1	37	13	157
Number euthanized - Non adoptable	30	179	21	120
Number died for unknown reason	1	4		12
Number fostered	9	57	27	99
Total now on hand	57		64	
CATS:				
Number on hand from last month	32		43	
Number impounded this month	67	481	33	643
Owner relinquish	14	29	6	87
In field pickup		1		1
Disposal	4	23		24
Picked up dead	5	72	6	39
Number redeemed	0	12	2	44
Number adopted to public	11	103	23	119
Number turned to rescues	16	135	9	102
Number euthanized - Adoptable	8	71	3	146
Number euthanized - Non adoptable	26	151	16	144
Number died for unknown reason	0	4		10
Number fostered	3	16	19	69
Total now on hand	29		23	
MISCELLANEOUS:				
Domesticated Animals	0	7	0	17
Wildlife	26	792		573
TOTAL	26	799	37	590

NOTES:

Second chance	4 Dogs	0 Cats
Hands Helping Paws		15 Cats
German Short Hair Re	1 Dog	
Boston Terr	1 Dog	
Rose Rock		1 Cats

	FY2011		FY2010	
SAFETY REPORT	This Month	Year to Date	This Month	Year to Date
Injuries on the Job	0	0	0	4
City Vehicle Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	1
a. Employee Responsible	0	0	0	0
b. Employee Not Responsible	0	0	0	1

PET LICENSES ENFORCEMENT ACTION	This Month	Year to Date	This Month	Year to Date
Total Licenses Sold (Annual)	466	3231	327	738
Citations Issued (AWO)	31	84	4	23
Citations Issued (Private Citizen)	3	6	0	1
Warnings Issued	12	63	2	44

FINANCIAL INFORMATION	This Month	Year to Date	This Month	Year to Date
10-1531 Amount - dog redemption	\$1,550.00	\$6,970.00	\$415.00	\$5,776.00
10-1532 Amount-dog adoption	\$2,940.00	\$14,950.00	\$2,640.00	\$16,140.00
10-1531 Amount-cat redemption	\$0.00	\$295.00	\$10.00	\$105.00
10-1532 Amount-cat adoption	\$570.00	\$5,820.00	\$1,340.00	\$6,846.00
10-1531 Amount-misc. redemption		\$0.00	\$0.00	\$0.00
10-1532 Amount-Misc. adoption		\$165.00	\$0.00	\$230.00
10-1533 Miscellaneous	\$664.00	\$5,294.00	\$200.00	\$4,174.00
TOTAL	\$5,724.00	\$33,494.00	\$4,605.00	\$33,271.00
Donation 101-24313	\$761.34	\$1,303.98	\$361.00	\$943.00

Liability payback (July to June) 2003 Adoption expansion	This Month	Year to Date	This Month	Year to Date
Payback Balance	\$69,507.95		\$70,599.50	
22,143 Liability-pet licenses	\$2,860.00	\$6,275.50	\$1,920.00	\$6,529.50
TOTAL (New Balance)	\$66,647.95		\$68,679.50	

NOTES:

Replacement CPL \$1.50

	FY2012		FY2011	
SPAY / NEUTER PROCEDURES	This Month	Year to Date	This Month	Year to Date
Dogs	33	212	11	97
Cats	11	100	45	323
TOTAL	<u>44</u>	<u>312</u>	<u>0</u>	<u>0</u>

	FY2012		FY2011	
ANIMAL BITES July to June	This Month	Year to Date	This Month	Year to Date
Dogs	2	27	1	3
Cats	0	13	0	0
Other	0	2	0	0

SUMMARY

Gift Certificates

9 Micro chip
1 Adoption

Dogs returned to the owner prior to coming to the shelter

0	City pet license
0	Rabies tag
0	Microchips
3	Personal ID tag
0	Knew animal do to prior contact
2	Neighbor told officer
0	Lost & Found slip at shelter
5	Total

Incident No.	Offense	Court	
2011-17466	Barking dog	Municipal court	Signed complaint
2011-17443	Rabies Vacc/Shots	Municipal court	
2011-17276	Rabies Vacc/Shots	Municipal court	
2011-17103	Rabies Vacc/Shots	Municipal court	
2011-17102	Rabies Vacc/Shots	Municipal court	
2011-16963	Nuisance of Animal	Municipal court	Signed complaint
2011-16947	Animal Exposure		
2011-16908	Rabies Vacc/Shots	Municipal court	
2011-16877	Rabies Vacc/Shots	Municipal court	
2011-16550	Rabies Vacc/Shots	Municipal court	
2011-16410	Dog at Large	Municipal court	Signed complaint
2011-16398	Nuisance of Animal	Municipal court	
2011-16311	Animal Exposure		
2011-16872	Abandonment	Municipal court	
2011-17515	Movement of Animal	Municipal court	
2011-17412	Dog at Large	Municipal court	
2011-17369	Rabies Vacc/Shots	Municipal court	
2011-17034	Rabies Vacc/Shots	Municipal court	
2011-16884	Dog at Large	Municipal court	
2011-16540	Dog at Large	Municipal court	
2011-16485	Dog at Large	Municipal court	
2011-16449	Rabies Vacc/Shots	Municipal court	
2011-16365	Rabies Vacc/Shots	Municipal court	
2011-16349	Rabies Vacc/Shots	Municipal court	
2011-17527	Cruelty to animals	Municipal court	
2011-17437	Rabies Vacc/Shots	Municipal court	
2011-17130	Rabies Vacc/Shots	Municipal court	
2011-16676	Dog at Large	Municipal court	
2011-16485	Dog at Large	Municipal court	
2011-17073	Rabies Vacc/Shots	Municipal court	
2011-16870	Cruelty to animals	Municipal court	
2011-16831	Rabies Vacc/Shots	Municipal court	
2011-16722	City Pet license	Municipal court	
2011-16717	City Pet license	Municipal court	